

Sandon and Burston Parish Council

Email: clerk@sandonburston.staffslc.gov.uk

Website: www.sandonandburstonpc.org.uk

1st March 2023

To: Members of Sandon and Burston Parish Council

Dear Councillor

You are summoned to the Annual Meeting of Sandon and Burston Parish Council which will be held on **Tuesday 7th March 2023 at 7.00pm** at **Sandon Parish Rooms, Lichfield Road, Sandon, Stafford ST18 0DN**

Yours sincerely,

B Nicholls

Beth Nicholls

Parish Clerk and Responsible Financial Officer

Prior to and at the conclusion of the meeting, Members of the Public are invited to ask questions or make statements to the Council

For any Members of the Public who are unable to attend the Meeting, please submit your question or comment to the Parish Clerk by emailing clerk@sandonburston.staffslc.gov.uk prior to the meeting

Agenda

- 1. Register of members in attendance**
- 2. To receive apologies for absence**
- 3. To receive any declarations of interest**
- 4. Public Participation** - Members of the public are invited to address Council for a maximum of 15 minutes.
- 5. To confirm the minutes of the previous meeting on Tuesday 10th January 2023**
- 6. To Co-opt vacant seat of Parish Council**
- 7. To receive a report from the Borough and County Councillors covering Sandon and Burston Parish**
- 8. To receive an update from Highways**
- 9. Finance**
 - 9.1 To receive Financial Statement and Bank Account Reconciliation Statement
 - 9.2 To consider the approval of payments
 - 9.3 To consider continuing Support Staffordshire Membership
- 10. To consider matters related to planning**
 - 9.1 To receive update on planning applications
 - 9.2 To receive information regarding SPCA Planning Course
- 11. To review and approve Standing Orders and Financial Regulations**

12. To consider matters related to items raised by Councillors/Clerk

- 12.1 To receive information/update on SIDS
- 12.2 To receive information on Groundskeeping
- 12.3 To receive an update regarding social event
- 12.4 To receive information on elections
- 12.5 To discuss and receive update on possible change to Ward Boundaries

13. To confirm date of next meeting and Annual Meeting